

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

5 Year Plan for Fiscal Years 2006 - 2010

Annual Plan for Fiscal Year 2006

Manhattan Housing Authority

KS063v04

REVISION

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHA Name: *Housing Authority of the City of Manhattan, KS*

PHA Number: *KS063*

PHA Fiscal Year Beginning: (mm/yyyy) *01/2006*

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☒ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2006 - 2010
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

X The PHA's mission is: (state mission here)

The mission of the Manhattan Housing Authority is to assist income qualified persons with decent, safe and affordable housing in an efficient, ethical and professional manner. Financial solvency is a key factor in carrying out this mission.

The Manhattan Housing Authority is committed to:

- *Creating and maintaining positive and effective partnerships with clients and appropriate community agencies to maximize social and economic opportunities;*
- *Encouraging client participation in programs and services promoting self-sufficiency, education and improved quality of life;*
- *Providing information and referral services to assist in accomplishing the mission.*

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5**

YEARS. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

X PHA Goal: Expand the supply of assisted housing

Objectives:

X Apply for additional rental vouchers:

X Reduce public housing vacancies:

X Leverage private or other public funds to create additional housing opportunities:

X Acquire or build units or developments

☐ Other (list below)

X PHA Goal: Improve the quality of assisted housing

Objectives:

X Improve public housing management: (PHAS score 86%)

X Improve voucher management: (SEMAP score 87%, currently under appeal)

X Increase customer satisfaction:

X Concentrate on efforts to improve specific management functions: *public housing finance; assistance in locating higher standard assisted units; voucher units available; increase inspection standards; increase resident services.*

X Renovate or modernize public housing units: *Flint Hills Place interior and exterior rehabilitation (60 Units)*

☐ Demolish or dispose of obsolete public housing:

☐ Provide replacement public housing:

☐ Provide replacement vouchers:

☐ Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

- X Provide voucher mobility counseling:
- X Conduct outreach efforts to potential voucher landlords
- X Increase voucher payment standards
- ☐ Implement voucher homeownership program:
 - Implement public housing or other homeownership programs: *The ROSS Grant application was not funded*
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- X PHA Goal: Provide an improved living environment
 - Objectives:
 - X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - X Implement public housing security improvements:
 - Neighborhood Watch at all developments; installation of security cameras at Apartment Towers (KS063006) and Carlson Plaza (KS063008)*
 - X Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

X PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

X Increase the number and percentage of employed persons in assisted families: *Increase by 25%*

X Provide or attract supportive services to improve assistance recipients' employability:

X Provide or attract supportive services to increase independence for the elderly or families with disabilities.

☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

- *Rehabilitate Flint Hills Place (KS063005)*

- *Complete construction of 48 additional units of tax credit units*
 - *Hire on-site manager, market units and provide management services*
- *Improve communication between residents, staff, Board of Commissioners and City administration*
- *Re-establish the agency as a High Performing PHA*
- *Provide Property Maintenance under contract with the local Community Housing Development Organization (CHDO)*
- *Administer the Helping Hands program for low-income, elderly/disabled homeowners through funds provided by the City Social Services Advisory Board (SSAB) funds*
- *Provide additional resident services and opportunities through grant applications*
- *Develop a partnership with the local Emergency Shelter in the area of Transitional Housing*
- *Cooperate with City Officials, developers, and local property owners in relocation of residents as a result of economic development*

Annual PHA Plan

PHA Fiscal Year 2006

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Manhattan Housing Authority will continue to assist income-qualified persons with decent, safe and affordable housing in an efficient, ethical and professional manner. Financial solvency is a key factor in carrying out this mission. The agency separated from the City of Manhattan in 2000; questions regarding property ownership that remained unanswered for several years were finally resolved in 2005. Effective January 1, 2006, the City of Manhattan will transfer title and deed of all properties to the Manhattan Housing Authority, ensuring future funding eligibility and bring the City and the Housing Authority into compliance with federal regulations.

The Manhattan Housing Authority by and through the City, applied to HUD for disposition of 2.51 acres of unused, excess land situated on the Northwest corner of the Flint Hills Place development. Pending final approval by the Special Applications center, 48 tax credit units will be built by the local CHDO. This has been accomplished through partnerships with the City, HUD, the local CHDO, the MHA Board of Commissioners, and a

private developer. This endeavor will not only meet an enormous need for affordable housing in the area, but also bring a great sense of pride to the existing Flint Hills Place development and enhance the Housing Authority's viability in this community.

The Housing Authority, working with a private developer, intends to submit an application and secure Tax Credit funding for rehabilitation of the existing Flint Hills Place units. The current strategy is to rehabilitate all sixty (60) units, leaving 30 units under Public Housing guidelines and the remaining thirty (30) units would become tax credit units. Under this plan, significant rehabilitation would occur, with emphasis on the interior. The exterior of the units, although in need of a 'facelift', are solid and not a candidate for demolition. This strategy will not only ensure marketability and become more congruent with The Gardens at Flint Hills, but also provide an additional revenue stream for the Manhattan Housing Authority. By expanding an existing partnership with the Manhattan Area Housing Partnership (MAHP), the local CHDO organization, it is feasible that all sixty (60) units can be rehabilitated utilizing no Housing Authority or federal dollars, and in the end, ownership would revert to Manhattan Housing Authority after the 15-year compliance period.

The Tenant Based Rental Assistance (TBRA) program, funded by the State through the use of HOME funds, has allowed MHA to address affordable housing needs by providing utility and rental deposits, and rental subsidy to low-income persons in this community. This program serves to benefit local property owners as well as program participants.

Manhattan Housing Authority will continue to focus on interior and exterior renovations at the family sites (Flint Hills Place, Baehr Place, Pottawatomie Court, Hudson Circle). Replacement of kitchen cabinets and countertops, bath vanities, bathtub replacement/addition of showers and tub surrounds, and replacement of flooring underlay and tile will begin with 2005 Capital Funds. Flint Hills Place will require major renovation inside and out to remain marketable and viable. The elderly/disabled sites (Apartment Towers, Carlson Plaza) have received many updates in the recent past; replacement of the trash compactor at Carlson Plaza is planned, as well as installation of additional security measures at Apartment Towers and Carlson Plaza.

Manhattan Housing Authority's financial status remains standard. Staff has been creative in finding ways to increase revenue and decrease expenses; however, this is an on-going process. Staff re-organization occurred in 2005, after the Executive Director of 15 years left employment with MHA; new revenue sources were created (i.e., installation of cell towers on Apartment Towers), new potential put into motion (i.e., 35% of \$74,000 consideration fees for tax credit development); and the receipt of \$36,000+ in Graduation Incentives from HUD). These factors have all provided a financial boost to the Manhattan Housing Authority, in addition to the reduction in expenses by decreasing costs and utilizing other sources of revenue to absorb and/or supplement costs.

The Manhattan Area Housing Partnership (MAHP) hired a part-time Executive Director in 2005, eliminating the need for a management contract with the Manhattan Housing Authority; however, the Manhattan Housing Authority continues to provide property maintenance under a contractual agreement, another source of revenue for the Manhattan Housing Authority.

The Manhattan Housing Authority has received 2006 funding to continue a second year of administering the Helping Hands Program; this is done through funding and partnership with the City of Manhattan's Social Services Advisory Board. This service offers minor and, in cases of extreme need, major appliance repair and/or replacement to low-income elderly/disabled Manhattan homeowners. This program increases the ability for elderly/disabled persons longevity in their homes. Referrals are made to applicants for necessary services not provided by this program.

The Manhattan Housing Authority maintains a positive image in the community, providing decent, safe and affordable housing to eligible low-income families. Each year brings about new challenges. With supportive staff, Board, and community partnerships, this agency will continue to meet the challenges and the needs of the community.

The Manhattan Housing Authority will be required to implement Project Based Accounting by October 1, 2006. Staff have attended, and will continue to attend, training to facilitate the implementation. It is anticipated some staff re-organization and assignment of duties may be required to facilitate the Asset Management as well. However, some decisions will be deferred until issuance of the Final Rule. In any event, the Manhattan Housing Authority is confident that the Project/Asset Management will provide an effective tool in the day to day operations of this agency and assist in identifying problematic areas, as well as assist in providing necessary data for various special projects (i.e. grant applications, annual reports, etc.).

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☐ Admissions Policy for Deconcentration
- ☐ FY 2006 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- A PHA Management Organizational Chart
- ☐ FY 2005 Capital Fund Program 5 Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	any active CIAP grant	
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3,004	5	5	5	5	4	4
Income >30% but <=50% of AMI	2,599	5	5	5	5	4	4
Income >50% but <80% of AMI	2,958	4	5	5	4	4	4

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income >80% AMI	8,412	3	4	3	3	3	3
Elderly	2,636	4	4	4	4	4	5
Families with Disabilities	1,832	4	4	4	4	4	5
Race/Ethnicity White Non- Hispanic	14,714	5	5	5	5	4	4
Race/Ethnicity Black Non- Hispanic	874	5	5	5	5	4	5
Race/Ethnicity Hispanic	494	5	5	5	5	4	5
Race/Ethnicity Native American	44	5	5	5	5	4	5
Race/Ethnicity Asian	573	5	5	5	5	4	5
Race/Ethnicity Pacific Islander	4	5	5	5	5	4	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☐

Consolidated Plan of the Jurisdiction/s

Indicate year:

|

- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
☐ American Housing Survey data
 Indicate year:
 X Other housing market study
 Indicate year: 2000
☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
X Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	69		69
Extremely low income <=30% AMI	36	52%	
Very low income (>30% but <=50%	29	42%	

Housing Needs of Families on the Waiting List			
AMI)			
Low income (>50% but <80% AMI)	4	6%	
Families with children	52	75.36%	
Elderly families	3	4.35%	
Families with Disabilities	13	18.84%	
Race/ethnicity White	45	65.22%	
Race/ethnicity Black	15	21.74%	
Race/ethnicity Indian/Alaskan	3	4.35%	
Race/ethnicity Pacific Islander	1	1.45%	
Race/ethnicity Mixed	5	7.25%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	43	62.32%	43
2 BR	19	27.54%	19
3 BR	3	4.35%	3

Housing Needs of Families on the Waiting List			
4 BR	4	5.80%	4
5 BR	0	0%	0
5+ BR	0	0%	0
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) X Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	328		300
Extremely low income <=30% AMI	312	95%	
Very low income (>30% but <=50% AMI)	13	4%	
Low income			

(>50% but <80% AMI)	0	0%	
Families with children	276	84.15%	
Elderly families	13	3.96%	
Families with Disabilities	39	11.89%	
Race/ethnicity White	199	60.67%	
Race/ethnicity Black	109	33.23%	
Race/ethnicity Indian/Alaskan	4	1.22%	
Race/ethnicity Pacific Islander	1	.30%	
Race/ethnicity Asian	1	.30%	
Race/ethnicity Mixed	14	4.27%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			

5+ BR			
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X Reduce turnover time for vacated public housing units
- X Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- X Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- X Apply for additional section 8 units should they become available
- X Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- X Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- X Employ admissions preferences aimed at families who are working

- X Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
X Affirmatively market to local non-profit agencies that assist families with disabilities
X Other: (list below)
Cooperation Agreement with local not-for-profit housing provider

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- X Affirmatively market to races/ethnicities shown to have disproportionate housing needs

☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- X Market the section 8 program to owners outside of areas of poverty /minority concentrations
- X Other: (list below)
- Utilize the annual Landlord Social to promote the Section 8 HCV program by making the social available to all landlords in the area*

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing
- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	\$269,000	
b) Public Housing Capital Fund	\$373,026	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$856,476	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$250,000	
h) Community Development Block Grant	\$0	
i) HOME	\$150,000	Security/Utility Deposits
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund (04)	\$15,960	Modernization
Capital Fund (05)	\$302,583	Modernization
ROSS – RSDM	\$18,949	Self-Sufficiency

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
ROSS – Ntwk Nbrhd	\$23,074	Self-Sufficiency
TBRA (HOME) (05)	\$150,000	Util/Sec Deposits
3. Public Housing Dwelling Rental Income	\$476,000	Operations
4. Other income (list below)		
Cellular Towers (KS063006)	\$24,000	General Fund
CHDO (Property Maint Agrmt)	\$5,000	General Fund
Vending Machines, Interest, Etc.	\$18,000	General Fund
Property Mgmt Agrmt Gardens	\$16,000	
5. Non-federal sources (list below)		
City of Manhattan Special Alcohol Funds	\$1,400	Alcohol and Drug Prevention & Awareness Activities
City of Manhattan Social Services Advisory Board (Helping Hands)	\$20,000	Administration of Helping Hands Program
Total resources	\$2,957,468.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- X When families are within a certain number of being offered a unit: (state number - 1)
☐ When families are within a certain time of being offered a unit: (state time)
☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- X Criminal or Drug-related activity
X Rental history
X Housekeeping
☐ Other (describe)

c. X Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. X Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. X Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- X Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- X PHA main administrative office
X PHA development site management office
X Other (list below)
 - *Web Site*

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?0

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously- HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- X One
- ☐ Two
- ☐ Three or More

b. X Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

X Emergencies

X Overhoused

X Underhoused

X Medical justification

X Administrative reasons determined by the PHA (e.g., to permit modernization work)

☐ Resident choice: (state circumstances below)

☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

▪ *Displaced by Federally Declared Disaster*

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 1 Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
X The PHA's Admissions and (Continued) Occupancy policy
X PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

☐ At an annual reexamination and lease renewal

X Any time family composition changes

☐ At family request for revision

☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☐ Yes X No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes X No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes X No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

X Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

X Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
☒ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☒ Criminal or drug-related activity
☐ Other (describe below)
 - *Other Rental History from PHA residents upon written request*

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- X PHA main administrative office
X Other (list below)
 - *Web Site*

(3) Search Time

a. X Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit? |

If yes, state circumstances below:

- *Medical incapacitation during search period*
- *Reasonable accommodation*
- *Inability to locate suitable unit due to market conditions*

(4) Admissions Preferences

a. Income targeting

☐ Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income? |

b. Preferences

1. x Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**) |

- *Displaced due to federally declared disaster*

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- X The Section 8 Administrative Plan
- X Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- X Through published notices
- X Other (list below)
- *Social Service Agencies*
 - *Media*

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

X The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
X \$26-\$50

2. ☐ Yes X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes X No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- X For the non-reimbursed medical expenses of non-disabled or non-elderly families
- X Other (describe below)
 - *Child Support Payments for children outside of household*
 - *Unreimbursed Child Care for Working Families*

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- X No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The “rental value” of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- X Other (list below)
 - *Any time family composition or income changes, whether increase or decrease*

- g. ☐ Yes X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

X The section 8 rent reasonableness study of comparable housing

X Survey of rents listed in local newspaper

☐ Survey of similar unassisted units in the neighborhood

☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

☐ At or above 90% but below 100% of FMR

☐ 100% of FMR

X Above 100% but at or below 110% of FMR

X Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- X Reflects market or submarket
- X To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- X Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- X Success rates of assisted families
- X Rent burdens of assisted families
- X Other (list below)
- *Current market and/or sub-market rates*
 - *FMR's for the area*

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☐ \$1-\$25

X \$26-\$50

b. ☐ Yes X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

X An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	262	100
Section 8 Vouchers	197	110
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section	0	0

8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	0	0
Other Federal Programs(list individually)		
ROSS RSDM	49	10
ROSS Ntwk Nbrhd	126 families	
Capital Funds	262 units	
Family Self-Sufficiency	13	0

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- *MHA Employee Manual & Personnel Policy*
- *Admissions & Continued Occupancy Policy*
- *Confidentiality Agreement*
- *ADA Services and Policy*
- *Capitalization Policy*

- *Civil Rights Certification*
- *Criminal Records Management Policy*
- *Demolition Policy*
- *Disposition Policy*
- *Equal Housing Opportunity policy*
- *Ethics Policy*
- *Eviction Policy*
- *Grievance Policy & Procedure*
- *Hazardous Materials Policy*
- *Homeownership Policy*
- *Lease Agreement*
- *Maintenance Plan*
- *Natural Disaster Policy*
- *Pest Control Policy*
- *Pet Policy*
- *Rent Collection Policy*
- *Transfer Policy*
-

(2) Section 8 Management: (list below)

- *MHA Employee Manual & Personnel Policy*
- *Administrative Plan*
- *Confidentiality Policy*
- *Confidentiality Agreement*
- *ADA Services and Policy*
- *Civil Rights Certification*

- *Criminal Records Management Policy*
- *Equal Housing Opportunity policy*
- *Ethics Policy*
- *Grievance Policy and Procedure*
- *Homeownership Policy*

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes X No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- X PHA main administrative office
 X PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes X No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

X PHA main administrative office

☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☐

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

X

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Annual Statement**Capital Fund Program (CFP) Part I: Summary**Capital Fund Grant Number KS16P06350106 FFY of Grant Approval: (10/2006)☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0
2	1406 Operations	\$70,000
3	1408 Management Improvements	\$30,000
4	1410 Administration	\$65,000
5	1411 Audit	\$0
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$0
8	1440 Site Acquisition	\$0
9	1450 Site Improvement	\$3,026
10	1460 Dwelling Structures	\$165,000
11	1465.1 Dwelling Equipment-Nonexpendable	\$35,000
12	1470 Nondwelling Structures	\$0
13	1475 Nondwelling Equipment	\$5,000
14	1485 Demolition	\$0
15	1490 Replacement Reserve	\$0
16	1492 Moving to Work Demonstration	\$0
17	1495.1 Relocation Costs	\$0
18	1498 Mod Used for Development	\$0

19	1502 Contingency	\$0
20	Amount of Annual Grant (Sum of lines 2-19)	\$373,026.00
21	Amount of line 20 Related to LBP Activities	\$0
22	Amount of line 20 Related to Section 504 Compliance	\$0
23	Amount of line 20 Related to Security	\$0
24	Amount of line 20 Related to Energy Conservation Measures	\$75,000

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-Wide	Salaries & Benefits	1406	\$70,000
PHA-Wide	Salaries & Benefits	1408	\$15,000
PHA-Wide	Computer Upgrades	1408	\$10,000
PHA-Wide	Travel & Training	1408	\$5,000
PHA-Wide	Salaries & Benefits	1410	\$65,000
KS16P063007	Replace bathroom vanities, mirrors, bathtubs, add showers and tub surrounds,	1460	\$75,000

Baehr Place KS16P063007 Baehr Place	flooring, replace all light fixtures Phase II: Bathroom and Kitchen cabinet & appliance replacement	1460	\$50,000
KS16P063006 Apartment Towers	Replace Carpeting as needed	1460	\$20,000
KS16P063006 Apartment Towers	Install Security System	1460	\$10,000
KS16P063008 Carlson Plaza	Install Security System	1460	\$10,000
PHA-Wide KS16P063008 Carlson Plaza	Replace Uniforms	1475	\$5,000
KS16P063008 Carlson Plaza	Replace Trash Compactor	1465	\$25,000
PHA-Wide	Greenhouse Repair	1450	\$3,026
PHA-Wide	Replace Stoves	1465	\$5,000
PHA-Wide	Replace Refrigerators	1465	\$5,000
	Total		\$373,026.00

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
KS16P063005 Flint Hills Place	12-31-07	06-30-08
KS16P063007 Baehr Place	12-31-07	06-30-08
KS16P063008 Carlson Plaza	06-30-07	09-30-07
PHA-Wide	06-30-07	06-30-07

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. X Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name ***KS063b03***)

-or-

- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes X No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

- Yes X No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

- X Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

- *Rehabilitation of Flint Hills Place (KS063)*

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Flint Hills Place
1b. Development (project) number: KS16P063005
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>

4. Date application approved, submitted, or planned for submission: <u>(02/15/2005)</u>
5. Number of units affected: 60
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: November 2006 b. Projected end date of activity: November 2007

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>	
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:)</p> <p><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units</p> <p><input type="checkbox"/> Other: (describe below)</p>	

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA
 [24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application

4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes X No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
 If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

X Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 02/01/02

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- X Client referrals
- X Information sharing regarding mutual clients (for rent determinations and otherwise)
- X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

X Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>ROSS – RSDM</i>	<i>47</i>	<i>Random Criteria</i>	<i>PHA Main Office</i>	<i>Public Housing</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	50	49 10/1/2005
Section 8	18	13 10/1/2005

- b. X Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - X Informing residents of new policy on admission and reexamination
 - X Actively notifying residents of new policy at times in addition to admission and reexamination.
 - X Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - X Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- X Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- X Other (describe below)
 - *Additional security measures are needed at the Apartment Towers (KS063006) and Carlson Plaza (KS063008) to ensure the safety, security and peace of mind of residents against outside intruders*

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority

- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- X Resident reports
- X PHA employee reports
- X Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

1. Which developments are most affected? (list below)

- *Apartment Towers (KS063006)*
- *Carlson Plaza (KS063008)*

NOTE: Both of these developments predominately elderly/disabled occupied

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- X Crime Prevention Through Environmental Design
- X Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- X Other (describe below)
 - *Installation of additional security equipment (cameras)*

2. Which developments are most affected? (list below)

- *Apartment Towers (KS063006)*
- *Carlson Plaza (KS063008)*

NOTE: Both of these developments predominately elderly/disabled occupied

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:
(select all that apply)

- | | | |
|--------------------------|---|--|
| <input type="checkbox"/> | Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan | |
| X | Police provide crime data to housing authority staff for analysis and action | |
| <input type="checkbox"/> | Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence) | |
| <input type="checkbox"/> | Police regularly testify in and otherwise support eviction cases | |
| X | Police regularly meet with the PHA management and residents (<i>upon request</i>) | |
| <input type="checkbox"/> | Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services | |
| <input type="checkbox"/> | Other activities (list below) | |

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- | | | | | | |
|--------------------------|-----|--------------------------|-----|--|--|
| <input type="checkbox"/> | Yes | X | No: | Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? | |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No: | Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan? | |
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No: | This PHDEP Plan is an Attachment. (Attachment Filename: ____) | |

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- | | | |
|---|-----------------------------|--|
| 1. X Yes <input type="checkbox"/> No: Is the PHA required to have an audit conducted under section
Act of 1937 (42 U.S.C. 1437c(h))? | 5(h)(2) of the U.S. Housing | |
| 2. X Yes <input type="checkbox"/> No: Was the most recent fiscal audit submitted to HUD? | | |
| 3. <input type="checkbox"/> Yes X No: Were there any findings as the result of that audit? | | |
| 4. <input type="checkbox"/> Yes <input type="checkbox"/> No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____ | | |
| 5. <input type="checkbox"/> Yes <input type="checkbox"/> No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)? | | |

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan? |

2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable |
☐ Private management |
☒ Development-based accounting |
☐ Comprehensive stock assessment |
☐ Other: (list below) |

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table? |

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes X No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached at Attachment (File name)

X Provided below:

One RAB member inquired about relocation of residents during rehabilitation construction, and how the loss of thirty (30) public housing units would affect those on the waiting list for Public Housing. The RAB member was also seeking reassurance that no existing residents would be permanently displaced due to the proposed disposition of Flint Hills Place units.

3. In what manner did the PHA address those comments? (select all that apply)

X Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments

List changes below:

X Other: (list below)

The Board of Commissioners and staff addressed the concerns expressed and provided reassurance that 1) no existing residents would be permanently displaced; 2) any residents displaced for construction purposes would be returned to their units, and no relocation expense would be incurred upon the resident; and 3) that the Manhattan Housing Authority will ensure that applicants on the Public Housing Waiting list are provided opportunity to reside at Flint Hills Place or placed in other available public housing inventory. Also explained was the process by which units currently occupied by Public Housing residents would be replaced with tax credit residents until the 30/30 mix of public housing/tax credits is achieved.

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes X No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes X No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- X Other: (describe)
 - *ALL Board members are appointed by the Mayor; the candidate must complete an Interest Form and submit to the City Clerk's office for consideration*

b. Eligible candidates: (select one)

- X Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- X Other (list)
 - *ALL Board members are appointed by the Mayor; the candidate must complete an Interest Form and submit to the City Clerk's office for consideration*

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: *State of Kansas*

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - *To increase affordable housing in the community*

☐

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

- *To increase affordable housing in the community*

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Substantial Deviation/Significant Amendment:

The Manhattan Housing Authority definition of a substantial deviation would be anything having a major impact on the services we provide or the solvency of this agency.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment # Description

B 2006 Five Year PlanAnnual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) XPerformance and Evaluation Report for Period Ending: 06/30/2005 <input type="checkbox"/>Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0	\$0	\$0	\$0
2	1406 Operations	\$70,000	\$66,686	\$66,686	\$66,686
3	1408 Management Improvements Soft Costs	\$67,384	\$74,751	\$68,044	\$68,044
	Management Improvements Hard Costs	\$0	\$0	\$0	\$0
4	1410 Administration	\$63,397	\$66,219	\$66,219	\$66,219
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$0	\$0	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$4,000	\$6,046	\$3,139	\$3,139
10	1460 Dwelling Structures	\$76,145	\$86,176	\$80,183	\$80,183
11	1465.1 Dwelling Equipment—Nonexpendable	\$79,000	\$82,515	\$79,919	\$79,919
12	1470 Nondwelling Structures	\$10,000	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$35,110	\$22,643	\$7,765	\$7,765
14	1485 Demolition	\$0	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0

B 2006 Five Year PlanAnnual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) XPerformance and Evaluation Report for Period Ending: 06/30/2005 <input type="checkbox"/>Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1502 Contingency	\$0	\$0	\$0	\$0
	Amount of Annual Grant: (sum of lines.....)	\$405,036.00	\$405,036.00	\$371,955.00	\$371,955.00
	Amount of line XX Related to LBP Activities	\$0	\$0	\$0	\$0
	Amount of line XX Related to Section 504 compliance	\$0	\$0	\$0	\$0
	Amount of line XX Related to Security –Soft Costs	\$0	\$0	\$0	\$0
	Amount of Line XX related to Security-- Hard Costs	\$10,000	\$0	\$0	\$0
	Amount of line XX Related to Energy Conservation Measures	\$0	\$0	\$0	\$0
	Collateralization Expenses or Debt Service	\$0	\$0	\$0	\$0

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:					Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Original	Revised	
PHA-WIDE	SALARIES & BENEFITS		1406		\$70,000	\$66,686		\$66,686	100%
PHA-WIDE	SALARIES & BENEFITS		1408		\$51,433	\$40,100		\$40,100	100%
PHA-WIDE	TRAVEL & TRAINING		1408		\$1,500	\$5,000		\$5,000	100%
PHA-WIDE	VIDEO EQUIPMENT		1408		\$651	\$651		\$651	100%
PHA-WIDE	COMPUTER UPGRADES		1408		\$13,800	\$29,000		\$29,000	76%
PHA-WIDE	SALARIES & BENEFITS		1410		\$63,397	\$66,219		\$66,219	100%
KS16P063005 KS16P063007 KS16P063010	REPLACE SIDEWALKS & DRIVEWAYS		1450		\$2,000	\$5,000		\$5,000	42%
KS16P063008	FENCE IN CONDENSING UNIT		1450		\$2,000	\$1,046		\$1,046	100%
KS16P063010	PAINT TRIM & SOFFIT		1460		\$1,500	\$1,500		\$1,500	40%
KS16P063006 KS16P063008	REPLACE CARPET AS NEEDED IN UNITS		1460		\$0	\$9,575		\$9,575	45%
PHA-WIDE	MATERIALS FOR UNIT TURNOVER		1460		\$25,000	\$25,163		\$25,163	100%
PHA-WIDE	CONTRACTS FOR UNIT TURNOVER		1460		\$40,000	\$40,000		\$40,000	100%
KS16P063010	POWER LIFT FOUNDATION		1460		\$5,450	\$5,421		\$5,421	100%
KS16P063007	TERMITE TREATMENT		1460		\$4,195	\$4,694		\$4,694	100%
PHA-WIDE	REPLACE REFRIGERATORS AS NEEDED		1465		\$0	\$3,230		\$3,230	4.65%
KS16P063008	REPLACE HYDRAULIC JACK & PANELS ON ELEVATOR		1465		\$79,000	\$79,211		\$79,211	100%
PHA-WIDE	FRONT OFFICE IMPROVEMENTS		1470		\$10,000	\$0		\$0	0%

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:					Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-WIDE	REPLACE UNIFORMS		1475		\$3,500	\$3,571		\$3,571	100%
PHA-WIDE	MAINTENANCE TRUCK		1475		\$0	\$13,774		\$13,774	0%
KS16P063006 KS16P063008	COMMUNITY ROOM IMPROVEMENTS		1475		\$6,000	\$1,000		\$1,000	0%
PHA-WIDE	CORDLESS DRILLS		1475		\$200	\$180		\$180	100%
PHA-WIDE	SHOP VACS		1475		\$300	\$137		\$137	57%
PHA-WIDE	PALM SANDERS		1475		\$200	\$106		\$106	100%
PHA-WIDE	SNOW PLOW FOR TRUCK		1475		\$6,500	\$3,370		\$3,370	100%
PHA-WIDE	SKID LOADER & TRAILER		1475		\$13,410	\$0		\$0	0%
PHA-WIDE	BRUSH REPLACEMENT – JOHN DEERE TRACTOR		1475		\$0	\$402		\$402	100%
PHA-WIDE	SALT SPREADER		1475		\$5,000	\$0		\$0	0%
	TOTALS				\$405,036.00	\$405,036.00		\$405,036.00	

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: MANHATTAN HOUSING AUTHORITY			Grant Type and Number Capital Fund Program No: KS16P06350104 Replacement Housing Factor No:			Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE							
1406	12-31-05	12-31-04	12-31-04	12-31-05	12-31-04	12-31-04	
1408	12-31-05			12-31-05	12-31-05		
1410	12-31-05	12-31-04	12-31-04	12-31-05	12-31-04	12-31-04	
1460	12-31-05			12-31-05			
1465	12-31-05			12-31-05			
1475	12-31-05			12-31-05			
KS16P063005							
1450	12-31-05	06-30-06		12-31-06	09-30-06		
KS16P063006							
1460	12-31-05	06-30-06		12-31-06	06-30-06		
1475	12-31-05	06-30-06		12-31-06	09-30-06		
KS16P063007							
1450	12-31-05	06-30-06		12-31-06	09-30-06		
1460	12-31-05	06-30-05	06-30-05	12-31-06	06-30-05	06-30-05	
KS16P063008							
1450	12-31-05	03-31-05		12-31-06	03-31-05	03-31-05	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: MANHATTAN HOUSING AUTHORITY			Grant Type and Number Capital Fund Program No: KS16P06350104 Replacement Housing Factor No:			Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1460	12-31-05	06-30-06		12-31-06	06-30-06		
1475	12-31-05	06-30-06		12-31-06	09-30-06		
KS16P063010							
1450	12-31-05	06-30-06		12-31-06	09-30-06		
1460	12-31-05	06-30-06		12-31-06	09-30-06		

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Manhattan Housing Auth		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No:1			
Development Number/Name HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 12/31/2007	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 12/31/2008	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 12/31/2009	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 12/31/2010
KS16P063006 Apartment Towers	Current	Replace all drapery with energy efficient drapery Replace all exhaust fan motors Replace kitchen cabinets and bath vanities Replace countertops (kit & bath) Replace carpet as needed Inspect & upgrade electric service panel boxes Repair/replace sidewalks as needed	Replace quarry tile in lobby Replace carpet as needed Repair/replace sidewalks as needed	Replace door locks with removable core Replace Apt. Entry Doors Replace windows Phase I Replace carpet as needed Repair/replace sidewalks as needed	Install ceiling fans with lights Add fire sprinkler system in all hallways and common areas Replace windows Phase II Replace carpet as needed Replace patio doors on all floors Replace asphalt overlay in parking lot Repair/replace sidewalks as needed
KS16P063007 Baehr Place	Annual	A/C covers on all units Inspect & Upgrade electric service panels Repair/replace sidewalks as needed	Replace all light fixtures Replace 2 nd floor underlay & tile Replace 1 st floor tile Replace Carbon Monoxide Detectors Repair/replace sidewalks as needed	Replace playground equipment Seal Parking lot Repair/replace sidewalks as needed	Install automatic sprinkler system Repair/replace sidewalks as needed

PHA Name Manhattan Housing Auth		<input type="checkbox"/> Original 5-Year Plan X Revision No:1	PHA Name Manhattan Housing Auth		<input type="checkbox"/> Original 5-Year Plan X Revision No:1
KS16P063008 Carlson Plaza	Statement	Parking lot / sidewalk repair & replacement Install new handrail Replace Carpet as needed Replace windows Phase I	Replace Carpet as needed Change furnace and A/C controls Replace windows Phase II Recover flat roof	Replace Carpet as Needed Replace doors & locks Replace domestic hot water shut-off valves	Replace Carpet as Needed Replace quarry tile in lobby
KS16P063010 Hudson Circle and Pottawatomie Court		Replace HVAC systems & add covers to condensers Replace hot water heaters Inspect & Upgrade electric service panels Replace sink faucets (bathroom) Replace all privacy fencing Repair/replace sidewalks as needed	Replace electric ranges Install mailbox shelter Replace bifold closet doors Replace electric ranges as needed Repair/replace sidewalks as needed	Replace playground equipment Replace kitchen faucets Replace electric ranges as needed Repair/replace sidewalks as needed	Replace siding with vinyl Replace electric ranges as needed Repair/replace sidewalks as needed
<u>PHA-Wide</u>					
Management Improvements		Computer upgrades, as needed Travel & Training Salaries & Benefits Digital projector	Computer upgrades, as needed Travel & Training Salaries & Benefits	Computer upgrades, as needed Travel & Training Salaries & Benefits	Computer upgrades, as needed Travel & Training Salaries & Benefits
Equipment Replacements		Cement Grinder Industrial vacuum cleaners Floor Buffer	Salt Spreader	Bobcat	Replace Van
Operations		Salaries & Benefits	Salaries & Benefits	Salaries & Benefits	Salaries & Benefits
Administrative		Salaries & Benefits	Salaries & Benefits	Salaries & Benefits	Salaries & Benefits

CFP Funds Listed for 5- year planning					
RHF Funds					

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
<div>Year 1</div> <div>Year 2</div> <div>Year 3</div>	<div>Activities for Year 2</div> <div>FFY Grant: 2007</div> <div>PHA FY: 12/31/2007</div>			<div>Activities for Year 3</div> <div>FFY Grant: 2008</div> <div>PHA FY: 12/31/2008</div>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	KS16P063005	1450	\$0	KS16P063005	1450	\$0
		1460	\$0			
		1465.1	\$0			
	KS16P063006	1450	\$5,000	KS16P063006	1450	\$5,000
		1460	\$148,600		1460	\$15,000
		1465	\$20,000			

	KS16P063007	1450	\$5,000	KS16P063007	1450	\$5,000
		1460	\$0		1460	\$15,000
					1465.1	\$700
	KS16P063008	1450	\$5,000	KS16P063008	1460	\$145,000
		1460	\$80,000		1465.1	\$5,000
	KS16P063010	1450	\$45,000	KS16P063010	1450	\$5,000
		1460	\$15,500		1460	\$10,500
		1465.1	\$169,100		1465.1	\$10,000
					1470	\$20,000
	PHA-Wide	1406	\$70,000	PHA-Wide	1406	\$60,000
		1408	\$60,000		1408	\$50,000
		1410	\$60,000		1410	\$60,000
		1475	\$7,500		1475	\$7,500
Total CFP Estimated Cost			\$			\$

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year 4			Activities for Year 5		
FFY Grant: 2009 PHA FY: 12/31/2009			FFY Grant: 2010 PHA FY: 12/31/2010		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
KS16P063005	1450	\$0	KS16P063005	1450	\$0
	1470	\$0			
	1475	\$0			
KS16P063006	1450	\$5,000	KS16P063006	1450	\$14,000
	1460	\$165,400		1460	\$278,000
				1465	\$300,000
KS16P063007	1450	\$17,000	KS16P063007	1450	\$19,000
	1475	\$10,000			
KS16P063008	1460	\$26,100	KS16P063008	1460	\$15,000
	1465.1	\$12,000			
KS16P063010	1450	\$5,000	KS16P063010	1450	\$5,000
	1460	\$7,500		1460	\$20,000
	1465.1	\$5,000		1465.1	\$5,000
	1475	\$15,000			
PHA-Wide	1406	\$60,000	PHA-Wide	1406	\$50,000
	1408	\$50,000		1408	\$40,000
	1410	\$40,000		1410	\$40,000
	1475	\$17,500		1475	\$35,000

Total CFP Estimated Cost	\$				\$